Office of Senator Gordon H. Smith
Tour Request Application

Name of Contact: Mr./Mrs./Ms./Miss _____

Address: _____

Home Phone: _____ Work Phone: _____Fax:_____

D.C. Area Phone:(i.e. hotel, cell phone - **required**)_____
(information needed in case of tour cancellations beyond our control. We do not guarantee notification without local contact information)
Number in Party (*please note children under 8*): _____

Dates Available for Tours: _____ Departure Date from Oregon: _____

Tours Requested	Dates Requested (For Office Use Only)	Dates Booked/Time (For Office Use Only)
☐ White House (Open to Schools Only)		
☐ Capitol Building		
☐ Engraving & Printing		
☐ National Archives		
☐ Library of Congress		
☐ Kennedy Center		
☐ State Department	Temporarily Closed	
☐ Treasury Department	Temporarily Closed	
☐ Old Executive Building	Temporarily Closed	
☐ Mount Vernon (Admission Fee)		
☐ Supreme Court		
☐ FBI	Temporarily Closed	
☐ National Cathedral		
☐ Other		

For Security reasons, date of birth, social security number, and citizenship of all guests are necessary in many tour locations. Please indicate in spaces below.

Name	Date of Birth	Social Security Number	Country of Origin

Please Mail or Fax this form to:

U.S. Senator Gordon H. Smith
Attn: Tour Coordinator
404 Russell Senate Office Building
Washington, DC 20510
Phone: (202) 224-3753
Fax: (202) 228-3997

Please Note: Due to certain security precautions on Capitol Hill, mail delivery is often delayed for up to two weeks.

While we work with various organizations to schedule your tour requests, availability is strictly determined by the organization involved and our office is unable to guarantee reservations. In the event an organization is unable to accommodate your request, our office will be happy to provide you with public tour information when available. Please keep in mind that Congressional tours are often booked far in advance during the spring and summer months. We thank you in advance for your patience.